



JOB ANNOUNCEMENT

Statewide Enforcement Program Coastal Program Analyst I or II Full-Time, Limited-Term Arcata

(Limited Term Position with Future Potential as Permanent Position)

The California Coastal Commission regulates and plans for development within offshore waters and on land along the California coast. The mission of the Coastal Commission is to provide for balanced use of the coastal zone and to protect, restore and enhance coastal and marine resources for the continuing benefit of current and future generations. The Statewide Enforcement Program of the Coastal Commission employs coastal program analysts to assist in enforcement of the Coastal Act and permit requirements, enforcement program policy development, and mandated tasks related to land use regulation in the State's coastal zone.

Enforcement staff investigates and resolve Coastal Act violations that can involve either development activities undertaken without first obtaining a coastal development permit or activities undertaken in violation of a permit issued under the Coastal Act. The Coastal Commission's district enforcement staff is the frontline of the enforcement program; investigating reported violations and trying to resolve them at the district level. Serious violations might involve elevation to our San Francisco Office for appropriate legal action including litigation for civil penalties. Job duties for the enforcement analyst include:

- Field work, investigation and analysis;
- Dispute resolution and settlement negotiations;
- Review of after-the-fact permit recommendations that would resolve violations of law;
- Case record-keeping and maintenance of program database;
- Coordination with Local, State and Federal jurisdictions;
- Preparation and presentation of staff recommendations to the Commission for cease and desist and restoration orders;
- Preparation of case referral for litigation by the Office of the Attorney General; and
- Litigation support for the Office of the Attorney General;

Employees are responsible for keeping their supervisor aware of project status on all assigned cases, coordinating with statewide enforcement staff, and working with supervisors as necessary and appropriate. Employees are responsible for making everyday decisions relating to enforcement program functions as assigned. They shall represent the Program upon request at Coastal Commission staff meetings, inter-agency meetings, and in front of the Coastal Commission. Initial training for this position may occur in the San Francisco headquarters office. However, this is a district position that will be located in Arcata.

QUALIFICATIONS: Knowledge of the Coastal Act, the Coastal Commission's permit and planning process, and some experience with legal issues is critical. Persons with the following education and/or work experience would be preferred: land use planning and regulation, environmental law, environmental science, water quality, geology, or related fields. The successful candidate(s) will demonstrate strong analytical skills and the ability to research and interpret legal and coastal resource issues. Strong communication skills (both writing and speaking) and the ability to work as a team member in a fast-paced legal environment are critical attributes.

ELIGIBILITY: Current state employees or former state employees with transfer or reinstatement rights at the Coastal Program Analyst I or Coastal Program Analyst II level may apply. (Please note that in order to be eligible to transfer, applicants **must** meet the minimum qualifications of the Coastal Program Analyst I or II classification.) Eligible individuals on the Coastal Program Analyst I or II list may also apply. Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, re-employment status, or list eligibility in the Examination or Job Title section on the State Application Form 678.

SALARY: Coastal Program Analyst I - \$3,168 - \$4,906 per month
Coastal Program Analyst II - \$4,711 - \$5,900 per month

CONTACT: Pat Veearst
Northern California Enforcement Supervisor
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(831) 427-4863

FILING: Until filled. Submit current resume, standard State Application #678 (put job title for this position(s) in section titled 'Examination or Job title on the State Application Form #678) and writing sample to:

Human Resources
California Coastal Commission
45 Fremont Street, Suite 1930
San Francisco, CA 94105-2219
(415) 904-5430 or Toll free (866) 831- 2540

We expect to fill the position as soon as possible, so it is important to file your application immediately. Applications will be screened and only those most qualified will be interviewed. We will begin interviews as soon as we receive qualified applications. No relocation expenses are offered.

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

California Relay Service for the Hearing Impaired call 711